



Issuance Date: December 13, 2002
Effective Date: January 1, 2003
Expiration Date: June 30, 2007

STATE WASTE DISCHARGE PERMIT NUMBER ST 6127

STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY
Southwest Regional Office

In compliance with the provisions of the
State of Washington Water Pollution Control Law
Chapter 90.48 Revised Code of Washington, as amended,
authorizes

City of Port Townsend Biosolids Facility
181 Quincy Street, Suite 301
Port Townsend, WA 98368

to discharge wastewater in accordance with the special and general conditions which follow.

Plant Location:

603 County Landfill Road

Discharge Location:

Legal Description: SE ¼ SW ¼ Section 8, Range
1W, Township 30N

Treatment Type:

Sequencing Batch Reactor with wetlands and
rapid infiltration

Latitude: 48° 06' 08" N

Longitude: 122° 50' 05" W

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Water Quality Program
Washington State Department of Ecology

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SUMMARY OF PERMIT REPORT SUBMITTALS

Refer to the Special and General Conditions of this permit for additional submittal requirements.

Permit Section	Submittal	Frequency	First Submittal Date
S3.A.	Discharge Monitoring Report	Monthly	February 15, 2003
S4.C.	Wasteload Assessment	1/permit	June 1, 2006
S5.G.	Operations and Maintenance Manual Update	1/permit cycle	June 1, 2006
G8.	Application for permit renewal	1/permit cycle	December 31, 2006

SPECIAL CONDITIONS

S1. DISCHARGE LIMITATIONS

All discharges and activities authorized by this permit shall be consistent with the terms and conditions of this permit. The discharge of any of the following pollutants more frequently than, or at a concentration in excess of, that authorized by this permit shall constitute a violation of the terms and conditions of this permit.

Beginning on the effective date and lasting through the expiration date of this permit, the Permittee is authorized to discharge wastewater to infiltration basins at the permitted location subject to the following limitations:

	EFFLUENT LIMITATIONS	
Parameter	Average Monthly ^a	Maximum Daily ^b
Flow ^d	4000 GPD (max month)	6200 GPD
pH ^d	Shall not be outside the range of 6.5 to 8.5	
	Average Monthly ^a	Average Weekly
BOD ₅ ^d	30 mg/L, 1 lbs/day	45 mg/L, 1.5 lbs/day
TSS ^d	30 mg/L, 1 lbs/day	45 mg/L, 1.5 lbs/day
Fecal Coliform ^f	200 col./100 ml	400 col./100 ml
Ammonia ^d	1 mg/L	N/A ^c
Nitrate ^e	10 mg/L	N/A ^c
Parameter	Average Monthly ^a	Maximum Daily ^b
Total Residual Chlorine ^f	N/A	0.5 mg/L
^a The average monthly effluent limitation is defined as the highest allowable average of daily discharges over a calendar month, calculated as the sum of all daily discharges measured during a calendar month divided by the number of daily discharges measured during that month.		
^b The maximum daily effluent limitation is defined as the highest allowable daily discharge. The daily discharge means the discharge of a pollutant measured during a calendar day. For pollutants with limitations expressed in units of mass, the daily discharge is calculated as the total mass of the pollutant discharged over the day. For other units of measurement, the daily discharge is the average measurement of the pollutant over the day.		
^c N/A means not applicable		
^d The point of compliance for flow, pH, ammonia, BOD ₅ , and TSS shall be at the SBR effluent.		
^e The point of compliance for a nitrates shall be the wetland effluent.		
^f The point of compliance for total residual chlorine and fecal coliform shall be the wetland influent.		

S2. MONITORING REQUIREMENTS

A. Wastewater Monitoring

The sampling point for the influent will be prior to entering the SBR.

The sampling point for the SBR effluent will be from the pumping wet well prior to entering the storm water basin. The sampling point for the wetlands effluent will be at the end of pipe after the wetlands and prior to discharging into the infiltration basins.

The Permittee shall monitor the wastewater according to the following schedule:

Parameter	Units	Sample Point	Sampling Frequency	Sample Type
Flow-Avg Monthly	MGD	SBR level	Daily with each batch	Measurement
Flow-Max Daily	MGD	SBR level	Daily with each batch	Measurement
BOD	mg/L, lbs/day	Influent	2/month	Grab
	mg/L, lbs/day	SBR Effluent	2/month	Grab
	% (mg/L) removed from influent		2/month	Calculation
TSS	mg/L, lbs/day	Influent	2/month	Grab
	mg/L, lbs/day	SBR Effluent	2/month	Grab
	% (mg/L) removed from influent		2/month	Calculation
pH	Standard Units	SBR Effluent	5/week	Grab
Nitrate (as N)	mg/L	SBR Effluent	1/month	Grab
TKN (as N)	mg/L	SBR Effluent	1/month	Grab
Ammonia (as N)	mg/L	SBR Effluent	2/month	Grab

B. Wetland Effluent Monitoring

The sampling point for the treated wastewater will be at the end of pipe before entering the infiltration basins.

The Permittee shall monitor the wastewater according to the following schedule:

Parameter	Units	Sample Point	Sampling Frequency	Sample Type
BOD	mg/L	Wetland effluent	2/month	Grab
TSS	mg/L	Wetland effluent	2/month	Grab
Nitrate	mg/L	Wetland effluent	2/month	Grab
TKN	mg/L	Wetland effluent	2/month	Grab
Ammonia	mg/L	Wetland effluent	2/month	Grab
pH	Standard Units	Wetland effluent	2/month	Grab
Total Residual Chlorine	mg/L	Wetland influent	2/month	Grab
Fecal Coliform	#/100 ml	Wetland influent	2/month	Grab

C. Ground Water Monitoring

The sampling points for ground water will be monitoring well MW-1-93 or any additional wells installed at a later date for the purpose of monitoring ground water beneath the infiltration basins.

The Permittee shall monitor the ground water according to the following schedule:

Parameter	Units	Sampling Point	Sampling Frequency	Sample Type
Water Level	Feet	Monitoring well	Quarterly	Measurement
Temperature	°C	Monitoring well	Quarterly	Measurement
pH	Standard Units	Monitoring well	Quarterly	Measurement
Conductivity	Micromho/cm	Monitoring well	Quarterly	Measurement
Fecal Coliform	CFU/100 ml	Monitoring well	Quarterly	Grab
Nitrate (as N)	mg/L	Monitoring well	Quarterly	Grab
TKN (as N)	mg/L	Monitoring well	Quarterly	Grab
Ammonia (as N)	mg/L	Monitoring well	Quarterly	Grab
Chloride	mg/L	Monitoring well	Annually	Grab
Sulfate	mg/L	Monitoring well	Annually	Grab

Parameter	Units	Sampling Point	Sampling Frequency	Sample Type
Total Dissolved Solids	mg/L	Monitoring well	Annually	Grab
Iron (Total)	mg/L	Monitoring well	Annually	Grab
Manganese	mg/L	Monitoring well	Annually	Grab
Lead	mg/L	Monitoring well	Annually	Grab
Chromium	mg/L	Monitoring well	Annually	Grab
Arsenic	mg/L	Monitoring well	Annually	Grab

D. Sampling and Analytical Procedures

Samples and measurements taken to meet the requirements of this permit shall be representative of the volume and nature of the monitored parameters, including representative sampling of any unusual discharge or discharge condition, including bypasses, upsets and maintenance-related conditions affecting effluent quality.

Ground water sampling shall conform to the latest protocols in the *Implementation Guidance for the Ground Water Quality Standards*, (Ecology 1996).

Sampling and analytical methods used to meet the water and wastewater monitoring requirements specified in this permit shall conform to the latest revision of the *Guidelines Establishing Test Procedures for the Analysis of Pollutants* contained in 40 Code of Federal Regulations (CFR) Part 136 or to the latest revision of *Standard Methods for the Examination of Water and Wastewater* (APHA), unless otherwise specified in this permit or approved in writing by the Department of Ecology (Department).

E. Flow Measurement

Appropriate flow measurement devices and methods consistent with accepted scientific practices shall be selected and used to ensure the accuracy and reliability of measurements of the quantity of monitored flows. The devices shall be installed, calibrated, and maintained to ensure that the accuracy of the measurements are consistent with the accepted industry standard for that type of device. Frequency of calibration shall be in conformance with manufacturer's recommendations and at a minimum frequency of at least one calibration per year. Calibration records shall be maintained for at least three years.

F. Laboratory Accreditation

All monitoring data required by the Department shall be prepared by a laboratory registered or accredited under the provisions of, *Accreditation of Environmental Laboratories*, Chapter 173-50 Washington Administrative Code (WAC). Flow, temperature, settleable solids, conductivity, pH, and internal process control parameters are exempt from this requirement. Conductivity and pH shall be accredited if the laboratory must otherwise be registered or accredited. Crops, soils, and hazardous waste testing have not been included in the accreditation program. Crops, soils, and hazardous waste data shall be provided by a lab accredited for similar parameters in water media.

S3. REPORTING AND RECORDKEEPING REQUIREMENTS

The Permittee shall monitor and report in accordance with the following conditions. The falsification of information submitted to the Department shall constitute a violation of the terms and conditions of this permit.

A. Reporting

The first monitoring period begins on the effective date of the permit. Monitoring results shall be submitted monthly. Monitoring data obtained during the previous month shall be summarized and reported on a form provided, or otherwise approved, by the Department, and be received no later than the 15th day of the month following the completed reporting period, unless otherwise specified in this permit. Priority pollutant analysis data shall be submitted no later than 45 days following the reporting period. The report(s) shall be sent to the Department of Ecology, P.O. Box 47775, Olympia, Washington 98504-7775.

Discharge Monitoring Report forms must be submitted monthly whether or not the facility was discharging. If there was no discharge or the facility was not operating during a given monitoring period, submit the form as required with the words "no discharge" entered in place of the monitoring results.

B. Records Retention

The Permittee shall retain records of all monitoring information for a minimum of three years. Such information shall include all calibration and maintenance records and all original recordings for continuous monitoring instrumentation, copies of all reports required by this permit, and records of all data used to complete the application for this permit. This period of retention shall be extended during the course of any unresolved litigation regarding the discharge of pollutants by the Permittee or when requested by the Director.

The Permittee shall retain all records pertaining to the monitoring of sludge for a minimum of five years.

C. Recording of Results

For each measurement or sample taken, the Permittee shall record the following information: (1) the date, exact place and time of sampling; (2) the individual who performed the sampling or measurement; (3) the dates the analyses were performed; (4) who performed the analyses; (5) the analytical techniques or methods used; and (6) the results of all analyses.

D. Additional Monitoring by the Permittee

If the Permittee monitors any pollutant more frequently than required by this permit using test procedures specified by Condition S2 of this permit, then the results of this monitoring shall be included in calculation and reporting of the data submitted in the Permittee's self-monitoring reports.

E. Noncompliance Notification

In the event the Permittee is unable to comply with any of the permit terms and conditions due to any cause, the Permittee shall:

1. Immediately take action to stop, contain, and cleanup unauthorized discharges or otherwise stop the violation, and correct the problem;
2. Repeat sampling and analysis of any violation and submit the results to the Department within 30 days after becoming aware of the violation;
3. Immediately notify the Department of the failure to comply; and
4. Submit a detailed written report to the Department within 30 days, unless requested earlier by the Department, describing the nature of the violation, corrective action taken and/or planned, steps to be taken to prevent a recurrence, results of the resampling, and any other pertinent information.

Compliance with these requirements does not relieve the Permittee from responsibility to maintain continuous compliance with the terms and conditions of this permit or the resulting liability for failure to comply.

S4. FACILITY LOADING

A. Design Criteria

Flows or waste loadings of the following design criteria for the permitted treatment facility shall not be exceeded:

Average flow for the maximum month:	4000 GPD
Daily maximum flow:	6200 GPD

B. Wasteload Assessment

The Permittee shall conduct an assessment of their flow and waste load once during the permit and submit a report to the Department by June 1, 2006. The report shall contain the following: an indication of compliance or noncompliance with the permit effluent limitations; a comparison between the existing and design monthly average flows, peak flows, BOD, and total suspended solids loadings; and the percentage increase in these parameters since the beginning of the permit.

S5. OPERATION AND MAINTENANCE

The Permittee shall at all times be responsible for the proper operation and maintenance of any facilities or systems of control installed to achieve compliance with the terms and conditions of the permit.

A. Certified Operator

An operator certified for at least a Class II plant by the state of Washington shall be in responsible charge of the day-to-day operation of the wastewater treatment plant. An operator certified for at least a Class II plant shall be in charge during all regularly scheduled shifts.

B. O & M Program

The Permittee shall institute an adequate operation and maintenance program for their entire sewage system. Maintenance records shall be maintained on all major electrical and mechanical components of the treatment plant, as well as the sewage system and pumping stations. Such records shall clearly specify the frequency and type of maintenance recommended by the manufacturer and shall show the frequency and type of maintenance performed. These maintenance records shall be available for inspection at all times.

C. Short-term Reduction

If a Permittee contemplates a reduction in the level of treatment that would cause a violation of permit discharge limitations on a short-term basis for any reason, and such reduction cannot be avoided, the Permittee shall give written notification to the Department, if possible, 30 days prior to such activities, detailing the reasons for, length of time of, and the potential effects of the reduced level of treatment. This notification does not relieve the Permittee of their obligations under this permit.

D. Electrical Power Failure

The Permittee is responsible for maintaining adequate safeguards to prevent the discharge of untreated wastes or wastes not treated in accordance with the requirements of this permit during electrical power failure at the treatment plant and/or sewage lift stations either by means of alternate power sources, standby generator, or retention of inadequately treated wastes. The Permittee shall maintain Reliability Class II (EPA 430-99-74-001) at the wastewater treatment plant, which requires primary sedimentation and disinfection.

E. Prevent Connection of Inflow

The Permittee shall strictly enforce their sewer ordinances and not allow the connection of inflow (roof drains, foundation drains, etc.) to the sanitary sewer system.

F. Bypass Procedures

The Permittee shall immediately notify the Department of any spill, overflow, or bypass from any portion of the collection or treatment system.

The bypass of wastes from any portion of the collection or treatment system is prohibited unless one of the following conditions (1, 2, or 3) applies:

1. Unavoidable Bypass -- Bypass is unavoidable to prevent loss of life, personal injury, or severe property damage. "Severe property damage" means substantial physical damage to property, damage to the treatment facilities which would cause them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass.

If the resulting bypass from any portion of the treatment system results in noncompliance with this permit the Permittee shall notify the Department in accordance with Condition S3.E "Noncompliance Notification."

2. Anticipated Bypass That Has the Potential to Violate Permit Limits or Conditions -- Bypass is authorized by an administrative order issued by the Department. The Permittee shall notify the Department at least 30 days before the planned date of bypass. The notice shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass. The Department will consider the following prior to issuing an administrative order:
 - a. If the bypass is necessary to perform construction or maintenance-related activities essential to meet the requirements of the permit.
 - b. If there are feasible alternatives to bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, maintenance during normal periods of equipment down time, or transport of untreated wastes to another treatment facility.
 - c. If the bypass is planned and scheduled to minimize adverse effects on the public and the environment.

After consideration of the above and the adverse effects of the proposed bypass and any other relevant factors, the Department will approve or deny the request. The public shall be notified and given an opportunity to comment on bypass incidents of significant duration, to the extent feasible. Approval of a request to bypass will be by administrative order issued by the Department under Revised Code of Washington (RCW) 90.48.120.

3. Bypass For Essential Maintenance Without the Potential to Cause Violation of Permit Limits or Conditions -- Bypass is authorized if it is for essential maintenance and does not have the potential to cause violations of limitations or other conditions of the permit, or adversely impact public health as determined by the Department prior to the bypass.

G. Operations and Maintenance Manual

An updated Operations and Maintenance (O&M) Manual shall be prepared by the Permittee in accordance with WAC 173-240-080 and be submitted to the Department for approval by June 1, 2006. All manual changes or updates shall be submitted to the Department whenever they are incorporated into the manual. The approved operation and maintenance manual shall be kept available at the treatment plant.

S6. RESIDUAL SOLIDS

Residual solids include screenings, grit, scum, primary sludge, waste activated sludge and other solid waste. The Permittee shall store and handle all residual solids in such a manner so as to prevent their entry into state ground or surface waters. The Permittee shall not discharge leachate from residual solids to state surface or ground waters. The remaining residual solids after sludge has been removed shall be disposed at the local transfer station.

GENERAL CONDITIONS

G1. SIGNATORY REQUIREMENTS

All applications, reports, or information submitted to the Department shall be signed as follows:

- A. All permit applications shall be signed by either a principal executive officer or ranking elected official.
- B. All reports required by this permit and other information requested by the Department shall be signed by a person described above or by a duly authorized representative of that person. A person is a duly authorized representative only if:
 - 1. The authorization is made in writing by the person described above and is submitted to the Department at the time of authorization, and
 - 2. The authorization specifies either a named individual or any individual occupying a named position.
- C. Changes to authorization. If an authorization under paragraph B.2 above is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, a new authorization must be submitted to the Department prior to or together with any reports, information, or applications to be signed by an authorized representative.
- D. Certification. Any person signing a document under this section shall make the following certification:

"I certify under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

G2. RIGHT OF ENTRY

Representatives of the Department shall have the right to enter at all reasonable times in or upon any property, public or for the purpose of inspecting and investigating conditions relating to the pollution or the possible pollution of any waters of the state. Reasonable times shall include normal business hours; hours during which production, treatment, or discharge occurs; or times when the Department suspects a violation requiring immediate inspection. Representatives of the Department shall be allowed to have access to, and copy at reasonable cost, any records required to be kept under terms and conditions of the permit; to inspect any monitoring equipment or method required in the permit; and to sample the discharge, waste treatment processes, or internal waste streams.

G3. PERMIT ACTIONS

This permit shall be subject to modification, suspension, or termination, in whole or in part by the Department for any of the following causes:

- A. Violation of any permit term or condition;
- B. Obtaining a permit by misrepresentation or failure to disclose all relevant facts;
- C. A material change in quantity or type of waste disposal;
- D. A material change in the condition of the waters of the state; or
- E. Nonpayment of fees assessed pursuant to RCW 90.48.465.

The Department may also modify this permit, including the schedule of compliance or other conditions, if it determines good and valid cause exists, including promulgation or revisions of regulations or new information.

G4. REPORTING A CAUSE FOR MODIFICATION

The Permittee shall submit a new application, or a supplement to the previous application, along with required engineering plans and reports, whenever a new or increased discharge or change in the nature of the discharge is anticipated which is not specifically authorized by this permit. This application shall be submitted at least 60 days prior to any proposed changes. Submission of this application does not relieve the Permittee of the duty to comply with the existing permit until it is modified or reissued.

G5. NOTIFICATION OF NEW OR ALTERED SOURCES

The Permittee shall submit written notice to the Department whenever any new discharge or increase in volume or change in character of an existing discharge into the sewer is proposed which: (1) would interfere with the operation of, or exceed the design capacity of, any portion of the collection or treatment system; (2) would increase the total system flow or influent waste loading by more than 10 percent; (3) is not part of an approved general sewer plan or approved plans and specifications; or would be subject to pretreatment standards under 40 CFR Part 403 and Section 307(b) of the Clean Water Act. This notice shall include an evaluation of the system's ability to adequately transport and treat the added flow and/or wasteload.

G6. PLAN REVIEW REQUIRED

Prior to constructing or modifying any wastewater control facilities, an engineering report and detailed plans and specifications shall be submitted to the Department for approval in accordance with Chapter 173-240 WAC. Engineering reports, plans, and specifications should be submitted at least 180 days prior to the planned start of construction. Facilities shall be constructed and operated in accordance with the approved plans.

G7. COMPLIANCE WITH OTHER LAWS AND STATUTES

Nothing in the permit shall be construed as excusing the Permittee from compliance with any applicable federal, state, or local statutes, ordinances, or regulations.

G8. DUTY TO REAPPLY

The Permittee must apply for permit renewal by December 31, 2006, or no later than 180 days before the permit expires.

G9. PAYMENT OF FEES

The Permittee shall submit payment of fees associated with this permit as assessed by the Department. The Department may revoke this permit if the permit fees established under Chapter 173-224 WAC are not paid.

G10. PENALTIES FOR VIOLATING PERMIT CONDITIONS

Any person who is found guilty of willfully violating the terms and conditions of this permit shall be deemed guilty of a crime, and upon conviction thereof shall be punished by a fine of up to \$10,000 and costs of prosecution, or by imprisonment in the discretion of the court. Each day upon which a willful violation occurs may be deemed a separate and additional violation.

Any person who violates the terms and conditions of a waste discharge permit shall incur, in addition to any other penalty as provided by law, a civil penalty in the amount of up to \$10,000 for every such violation. Each and every such violation shall be a separate and distinct offense, and in case of a continuing violation, every day's continuance shall be and be deemed to be a separate and distinct violation.